Translators

RCRAInfo National Implementer Training

July - August, 2000

1

RCRAInfo Translators--Presentation Outline

- Overview
- The Process
  - File Transfer
  - Load
- Roles and Responsibilities
- Implementation Schedule

2

Overview

- RCRAInfo will support two translator types (for RCRIS component).
  - Full (all modules)
  - Partial (one or more modules)
- RCRAInfo will support two data submittal types.
  - Full (all data by module)
  - Partial (transaction processing by module by flat file)
- Data transfer medium = flat files.
  - Oracle to Oracle data transfers not supported.
- Structural changes to RCRAInfo will be once per year.

Overview

- Translators must provide data for updating RCRAInfo once a month. (Regions may negotiate with translator states to provide data more often).
  - Obtain latest version of RCRAInfo Translator Guide from OSW partnership web site:

    www.epa.gov/oswfiles/rcrainfo

- Flat files must get from translator system to EPA central UNIX server via FTP.
  - May be multi-step process for states.

- Flat files will be validated via an iterative process and scheduled for loading into RCRAInfo National Implementer database once errors are resolved.

- EPA HQ will fund translator test and production processing and storage costs until 12/31/2000.

The Process: Flat File Transfer

- Completion of general administrative startup steps (Regions)
- Selection of File Transfer Option (States)
  - Some options require additional administrative startup steps.
- Conduct of File Transfer

The Process: Flat File Transfer Startup

By 12/31/2000:

- Regional ADP Coordinator must set up WCF test and production accounts in TSSMS to pay for Flat File transfer and storage.
  - Hardware Code = U02 (Valley Unix Server)
- Standard naming convention should be used:

  RIeUNxx1
  - RI = RCRAInfo
  - e = Environment: P = Production, T = Test
  - UN = UNIX box
  - xx = Region or State code
  - 1 = Sequence no. for account

6

The Process: Flat File Transfer Startup

- Regional TSSMS Account Manager must connect State/Regional user(s) to appropriate test and production Unix accounts.
  - Users will receive password in mail from TSSMS group.
- Regional authorized staff member must request storage space for flat files above default allocation (20MB).
  - Prepare and submit Central Client Server Disk Space Request Form via Email to NTSD.

    http://www.epa.gov/webguide/docs/documents.htm
  - Allow for storage of multiple versions of flat files for both test and production.

The Process: Flat File Transfer Options

- **For Regions:**
  - FTP from within EPA firewall

- **For States:**
  - FTP to EPA Using SecuRemote
  - Email (encrypted)
  - Anonymous FTP Drop-off
  - State FTP site
  - CD-rom, diskettes by mail

The Process: Flat File Transfer Options

- ■ FTP to EPA Using SecuRemote
  - – Best option for state to FTP flat files to EPA via internet.
    - ● Static IP address mandatory.
    - ● Cannot use Microsoft Proxy Web Server.
    - ● Encrypts data.
  - – Regional ADP Coordinator
    - ● Creates WCF Capital Fund account in TSSMS using AGF (Agency Firewall) service registration.
    - ● Connects state user(s) authorized to use SecuRemote.
    - ● Users receive passwords in mail from TSSMS group needed to download client software & access internal EPA systems from internet.
  - – Transmittal Process:
    - ● State creates files on state machine
    - ● State FTPs files directly to EPA Unix Server (U02-Valley) using SecuRemote.

9

The Process: Flat File Transfer Options

- **Email**
  - State Emails flat files to Regional contact.
  - Preferred option if file sizes not too large for Email system and where SecuRemote is not an option.
  - State compresses, encrypts, and password-protects files using PGP software (not PKZIP or WINZIP).
    - Download freeware from www.pgp.com
  - Transmittal Process:
    - State creates files on state machine
    - State prepares files for transmission with PGP
    - State Emails files to Region.
    - State calls Region with password for files.
    - Region FTPs files from within EPA firewall.

The Process: Flat File Transfer Options

- **Anonymous FTP Drop-off**
  - NTSD offers service whereby a state may FTP files to drop-off area for pick-up by Region.
  - Preferred option for files too large for Email system.
  - Files must be compressed, encrypted, and authenticated.
    - Use PGP software.
  - Regional ADP Coordinator must establish separate WCF account in TSSMS on hardware code U16.
  - Regional TSSMS Account Manager must connect Regional user(s) authorized to retrieve/delete files on staging server.
    - Users will receive password in mail from TSSMS group which will be needed to retrieve state drop-offs.

The Process: Flat File Transfer Options

- **Anonymous FTP Drop-Off (cont.)**

  - Regional authorized staff member must request space on NTSD staging server for state to drop-off flat files by preparing and submitting Central Client Server Disk Space Request Form via Email to NTSD.

  - Transmittal Process:

    1. State drops off files and notifies Region.

    2. NTSD moves file from drop-off area to staging server inside EPA firewall

    3. Region logs onto staging server and FTPs files to Valley UNIX server.

       - May require transmission of drop-off files to Regional DBA's desktop who then must send back to UNIX box.

12

The Process: Flat File Transfer Options

- **State FTP site**
  - Region uses FTP to get flat files from state.
  - State must have FTP server which allows internet access.
  - Transmittal Process:
    1. State places compressed, encrypted, and password-protected flat files on its FTP server.
    2. State contacts Region to "get" files.
    3. EPA (region) establishes FTP connection to internet and obtains files from state.

The Process: Flat File Transfer Options

- CD-rom, diskettes by mail.
  - May be best option for some.

The Process: Flat File Load Methodology

■ A Translator load will not update production database directly, but will be loaded into staging area for completion of error-correction process.

■ Validated data will be loaded into production database (may or may not be user-controlled) according to schedule.

■ Processing Steps:

 – Step 1: Pre-load

  ● Ensures that information provided in control file matches corresponding flat files.

   – Ex: Every flat file name included in Control File has a corresponding flat file submittal.

  ● Any errors result in termination of load process.

The Process: Flat File Load Methodology

■ **Processing Steps (cont.)**

– Step 2: Data Checker

- Edit type examples:

  – Referential Integrity (Orphan)

  – Implementer of Record (IOR)

  – Mandatory/System Required

  – Table Lookups

  – Cross Reference Checks

- Flat file records which fail one or more edit checks will not be loaded.

- Error record limits will be imposed to terminate load process if too many errors detected.

The Process: Flat File Load Scheduling

■ Translators must provide data for updating RCRAInfo at least once a month. (Regions may negotiate with translator states to provide data more often).

■ EPA HQ will extract nationally required data from RCRAInfo National Implementer database for public access purposes (Envirofacts, NTIS, & RTKnet) at end of translator monthly update cycle.

■ Details Re: Monthly update cycle and HQ notification process TBD.
  – **Week 1 - 2**: Flat file transfer & loading into staging tables.
  – **Week 3**:   RCRAInfo staging tables error-free & loaded into production.
  – **Week 4**:   HQ Extracts.

17

Roles and Responsibilities

■ Headquarters

– Develop, implement and maintain translator load and public access extract software.

– Maintain RCRAInfo Translator Guide.

– Work with Regions and translators during load testing process.

– Provide advance notification re: structural changes

● Pre-release flat file specifications

– Extract data for public access after completion of monthly translator load cycle.

Roles and Responsibilities

- **Regions**
  - Coordinate with State translators and HQ during Translator load software development and verification processes.
  - Work with State translators to select a file transfer option and negotiate who does what and when.
  - Set up WCF accounts and process disk space request forms for flat file storage.
  - Ensure that state translator provides nationally required data.
  - Notify HQ if translator is not meeting obligations.

Roles and Responsibilities

- **Translators**
  - Develop and maintain translator flat file extract software.
  - States determine file transfer option and negotiate with Region how often data will be provided (if more than monthly).
  - States coordinate with Region to set up accounts and disk space.
  - State translators work with Region and HQ to test translator load process.
  - Regional translators work with HQ to test translator load process.

Implementation Schedule

Task	Compl. Date
■ Load software development (HQ)	10/1/2000
■ Testing (HQ, Regions, States)	Ongoing
■ Full Production	10/30/2000

End of Presentation

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